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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Training

THRU : Chief, Plans and Policy Staff

FROM : Chief, Language and External Training School

DATE: 13 July 1955

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

JOB NO. \_\_\_\_\_ EON NO. \_\_\_\_\_ FILE NO. \_\_\_\_\_ DOC. NO. 24 NO CHANGE  
 IN CLASS X ~~IN CLASS~~ / CLASS CHANGED TO: TS S C RET. JUST. 22  
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 REV CLASS C REV COORD. \_\_\_\_\_ AUTH: HR 70-3

2. The School continues to receive occasional inquiries about policy regarding Agency-financed training for provisionally-cleared employees. The reply is "No."

4. Arrangements have been made to take the China and Japan classes to the Freer Gallery on 9 August for gallery lectures on Chinese and Japanese art. It is hoped to arrange for lectures on Chinese and Japanese literature on the same date in the stacks at the Library of Congress.

5. The School has announced NSA intensive reading courses in Serbo-Croatian, Vietnamese, Russian, Bulgarian, Polish, Arabic, Hungarian, Japanese, and Czech. Only one person (for Polish) has been named.

6. Two students of Written and Spoken Elementary Japanese Course finished the 39-week (234-hour) course with a reading knowledge of 800 Japanese (Chinese) ideographs and a basic knowledge of the oral language. Both are matriculating for the Intermediate Course beginning 15 August.

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7. An annotated bibliography on Southeast Asia is being prepared by OTR Library covering political, economic, and other phases of the "rice, tin, oil region" to be used in a regional survey study course to be offered next fall.

8. The plan for an incentive awards program for language proficiency is on the way to completion. It is now being reviewed in draft form.

9. A detailed briefing on academic and curricular aspects of the Army War College program was held Tuesday morning, 12 July. Present were the two recent graduates ( [redacted] OSI); the 1955-56 Agency nominees ( [redacted] and [redacted] LETS.

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10. Letters have been sent to each War College Commandant requesting a copy of any appraisals of the work done by our candidates during their participation in the respective courses this past year.

[redacted]

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12. [redacted] met with [redacted] of A&E to discuss the final draft of the language achievement reports. The reports are now in a form that is agreeable to both A&E and LETS. It is hoped that the reports can be made ready to report the results of the summer session courses.

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13. Current enrollment in internal language training programs is 168, 82 in classes and 86 in self-study. During the past week, the language laboratory was used for a total of 315 hours.

14. [redacted] returned on 11 July from military leave.

15. [redacted] reports for duty next Monday.

16. Space will be a critical problem after 1 September.

17. The following requests for external training have been approved by C/LETS:

Conference on Southeast Asia, SAIS

[redacted]

QM/FI  
I  
Staff  
RQM/FI

Weapons Orientation Course, Maxwell AFB

[redacted]

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ORR

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Radio Engineering correspondence course, CREI

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[redacted] OC

Research Problems of the Present Day Far East, SAIS

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[redacted] TSS

Structure and Operation of the Soviet Economy; Government  
and Politics of the Soviet Union; American University

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[redacted] ORR

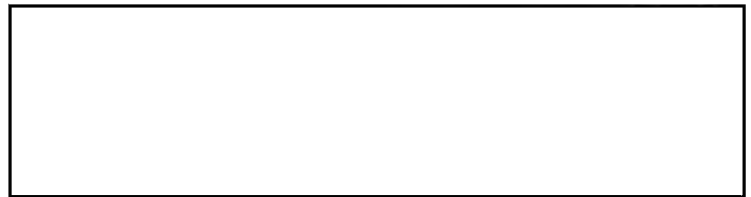
Mandarin Chinese tutoring, FSI instructor

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